INVITATION TO BID	BID DUE DATE AND TIME
BOARD OF SUPERVISORS OF LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE	5U 04/29/2014 11:00 AM CT
SOLICITATION 000012693	RETURN BID TO
VENDOR	LSU
VENDOR NAME AND ADDRESS	LOUISIANA STATE UNIV. PURCHASING OFFICE 213 THOMAS BOYD HALL Baton Rouge LA 70803 BUYER Amy H Bourgeois BUYER PHONE (225)578-2304
	ISSUE DATE 04/04/2014
TITLE: REBID - LARGE ANIMAL NECROPSY TABLE	E
То Ве Со	ompleted By Bidder
	days after receipt of order. and less than 1% will be accepted, but will not be considered in acts, cash discounts will be accepted and taken, but will not be
	structions to Bidders
 Sealed bids for furnishing the items and/or services spe Campus/Department at the "Return Bid To" address sta Bids must be signed by a person authorized to bind the signing the bid must be: (1) a current corporate officer, submit a bid as evidenced in the appropriate records file authorized to bind the vendor as evidenced by a corpora authority which are acceptable to the public entity. Read the entire solicitation, including all terms, conditionally all bid information and prices must be typed or written prices are to be initialed by the bidder. Bid prices shall include all delivery charges paid by the solicitation. Any invoiced delivery charges not quoted a non-payment. Payment is to be made within 30 days after receipt of plater. Delinquent payment penalties are governed by L.I. By signing this solicitation, the bidder certifies complia specifications; and further certifies that this bid is made 	ecified are hereby solicited, and will be received by the issuing LSU atted above, until the specified due date and time. Evendor. In accordance with Louisiana R.S. 39:1594, the person partnership member, or other individual specifically authorized to led with the Louisiana Secretary of State; or (2) an individual rate resolution, certificate or affidavit; or (3) other documents indicating ions and specifications. In in ink. Any corrections, erasures or other forms of alteration to unit led evendor, F.O.B. LSU Destination, unless otherwise provided in the land itemized on the LSU purchase order are subject to rejection and properly executed invoice, or delivery and acceptance, whichever is R.S. 39:1695. Solution and led evendor instructions to bidders, terms, conditions and the without collusion or fraud.
BIDDER (Name of Firm)	MAILING ADDRESS
AUTHORIZED SIGNATURE	CITY, STATE ZIP
PRINTED NAME	PHONE #
TITLE	FAX #
E-MAIL	FEDERAL TAX ID #

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These standard terms and conditions shall apply to all LSU solicitations, unless otherwise specifically amended and provided for in the special terms and conditions, specifications, or other solicitation documents. In the event of conflict between the General Instructions to Bidders or Standard Terms & Conditions and the Special Terms & Conditions, the Special Terms & Conditions shall govern.

Bids submitted are subject to provisions of the laws of the State of Louisiana, including but not limited to: the Louisiana Procurement Code (R.S. 39:1551-1736); Purchasing Rules and Regulations (Title 34 of the Louisiana Administrative Code); Executive Orders; and the terms, conditions, and specifications stated in this solicitation.

1. Bid Delivery and Receipt

To be considered, sealed bids must be received and time-stamped at the "Return Bid To" address no later than the due date and time specified herein. Sealed bids cannot be accepted by telegraph, fax, or e-mail. Price alterations and addenda to bids may be submitted by telegraph or fax, and will be considered provided bidder's sealed bid, price alterations and addenda have been received in the purchasing office prior to bid opening time. Late bids cannot be accepted per L.A.C. 34.I.517, and shall be returned unopened.

2. Bid Forms

Bids are to be submitted on and in accordance with the LSU solicitation forms provided, and must be signed by an authorized agent of the vendor. Bids submitted on other forms or in other price formats may be considered informal and may be rejected in part or in its entirety. Bids submitted in pencil and/or bids containing no original signature indicating the bidder's intent to be bound will not be accepted.

3. Interpretation of Solicitation/Bidder Inquiries

If bidder is in doubt as to the meaning of any part or requirement of this solicitation, bidder may submit a written request for interpretation to the Buyer-of-Record at the address and/or fax number shown above. Written inquiries must be received in the Purchasing Office no later than five (5) calendar days prior to the opening of bids, and shall be clearly cross-referenced to the relevant solicitation/specification in question.

No decisions or actions shall be executed by any bidder as a result of oral discussions with any LSU employee or consultant. Any interpretation of the documents will be made by formal addendum only, issued by the Purchasing Office, and mailed or delivered to all bidders known to have received the solicitation. LSU shall not be responsible for any other interpretations or assumptions made by bidder.

4. Bid Opening

Bidders may attend the public bid opening of sealed bids and proposals. No information or opinions concerning the ultimate contract award will be given at bid opening or during the evaluation process. Written bid tabulations will not be furnished. Bids may be examined within 72 hours after bid opening. Information pertaining to completed files may be secured by visiting the Purchasing Office during normal working hours.

5. Special Accommodations

Any "qualified individual with a disability" as defined by the Americans with Disabilities Act, who has submitted a bid and desires to attend the public bid opening, must notify the Purchasing Office in writing not later than seven days prior to the bid opening date of their need for special accommodations. If the request cannot be reasonably provided, the individual will be informed prior to the bid opening.

6. Standards of Quality

Any product or service bid shall conform to all applicable federal, state and local laws and regulations, and the specifications contained in the solicitation. Any manufacturer's name, trade name, brand name, or catalog number used in the specification is for the purpose of describing the standard of quality, performance, and characteristics desired; and is not intended to limit or restrict competition. Bidder must specify the brand and model number of the product offered in his bid. Bids not specifying brand and model number shall be considered as offering the exact product specified in the solicitation.

7. New Products/Warranty/Patents

All products bid for purchase must be new, never previously used, of the manufacturer's current model and/or packaging, and of best quality as measured by acceptable trade standards. No remanufactured, demonstrator, used or irregular products will be considered for purchase unless otherwise specified.

The manufacturer's standard published warranty and provisions shall apply, unless more stringent warranties are otherwise required by LSU and specified in the solicitation. In such cases, the bidder and/or manufacturer shall honor the specified warranty requirements, and bid prices shall include any premium costs of such coverage.

Bidder guarantees that the products proposed and furnished will not infringe upon any valid patent or trademark; and shall, at its own expense, defend any and all actions or suits charging such infringement, and shall save LSU harmless.

8. Descriptive Information

Bidders proposing an equivalent brand or model are to submit with the bid descriptive information (such as literature, technical data, illustrations, etc) sufficient for LSU to evaluate quality, suitability, and compliance with the specifications. Failure to

STANDARD TERMS & CONDITIONS

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submit descriptive information may cause bid to be rejected. Any changes made by bidder to a manufacturer's published specifications shall be verifiable by the manufacturer. If items bid do not fully comply with specifications, bidder must state in what respect items deviate. Bidder's failure to note exceptions in its bid will not relieve the bidder from supplying the actual products requested.

9. Bids/Prices/F.O.B. Point

- The bid price for each item is to be quoted on a "net" basis and F.O.B. LSU Destination, i.e. title passing upon receipt and inclusive of all delivery charges, any item discounts, etc.
- Bids other than F.O.B. LSU Destination may be rejected.
- Bids indicating estimated freight charges may be rejected.
- Bids requiring deposits, payment in advance, or C.O.D. terms may be rejected.
- Bidders who do not quote "net" item prices and who separately quote an overall "lump sum" freight cost or discount for all items shall be considered as submitting an "all-or-none" bid for evaluation and award purposes; and risk rejection if award is made on an item basis.
- Prices shall be firm for acceptance for a minimum of 30 days, unless otherwise specified. Bids conditioned with shorter acceptance periods may be rejected.
- Prices are to be quoted in the unit/packaging specified (e.g. each, 12/box, etc), or may be rejected.
- In the event of extension errors, the unit price bid shall prevail.

10. Taxes

Vendor is responsible for including all applicable taxes in the bid price. LSU is exempt from all Louisiana state and local sales and use taxes. By accepting an award, resident and non-resident firms acknowledge their responsibility for the payment of all taxes duly accessed by the State of Louisiana and its political subdivisions for which they are liable, including but not limited to: franchise taxes, privilege taxes, sales taxes, use taxes, ad valorem taxes, etc.

11. Terms and Conditions

This solicitation contains all terms and conditions with respect to the purchase of the goods and/or services specified herein. Submittal of any contrary terms and conditions may cause your bid to be rejected. By signing and submitting a bid, vendor agrees that contrary terms and conditions which may be included in its bid are nullified; and agrees that this contract shall be construed in accordance with this solicitation and governed by the laws of the State of Louisiana.

12. Vendor Forms/LSU Signature Authority

The terms and conditions of the LSU solicitation and purchase order/contract shall solely govern the purchase agreement, and shall not be amended by any vendor contract, form, etc.

The University's chief procurement officer, or authorized designee, is delegated sole authority to execute/sign any vendor contracts, forms, etc, on behalf of LSU. Departments are expressly prohibited from signing any vendor forms.

Any such vendor contracts/forms bearing unauthorized signatures shall be null and void, shall have no legal force, and shall not be recognized by LSU in any dispute arising therefrom. Vendors who present any such forms to department users for signature without regard to this strict LSU policy may face contract cancellation, suspension, and/or debarment.

13. Awards

Award will be made to the lowest responsible and responsive bidder. LSU reserves the right: (1) to award items separately, grouped, or on an all-or-none basis, as deemed in its best interest; (2) to reject any or all bids and/or items; and (3) to waive any informalities.

All solicitation specifications, terms and conditions shall be made part of any subsequent award as if fully reproduced and included therein, unless specifically amended in the formal contract.

14. Acceptance of Bid

Only the issuance of an official LSU purchase order/contract, a Notification of Award letter, or a Notification of Intent to Award letter shall constitute the University's acceptance of a bid. LSU shall not be responsible in any way to a vendor for goods delivered or services rendered without an official purchase order/contract.

15. Applicable Law

All contracts shall be construed in accordance with and governed by the laws of the State of Louisiana.

16. Awarded Products/Unauthorized Substitutions

Only those awarded brands and numbers stated in the LSU contract are approved for delivery, acceptance, and payment purposes. Any substitutions require prior approval of the Purchasing Office. Unauthorized product substitutions are subject to rejection at time of delivery, post-return at vendor's expense, and non-payment.

17. Testing/Rejected Goods

Vendor warrants that the products furnished will be in full conformity with the specification, drawing or sample, and agrees that this warranty shall survive delivery, acceptance, and use. Any defect in any product may cause its rejection. LSU reserves the right to test products for conformance to specifications both prior to and after any award. Vendor shall bear the cost of testing

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if product is found to be non-compliant. All rejected goods will be held at vendor's risk and expense, and subject to vendor's prompt disposition. Unless otherwise arranged, rejected goods will be returned to the vendor freight collect.

18. Delivery

Vendor is responsible for making timely delivery in accordance with its quoted delivery terms. Vendor shall promptly notify the LSU Department and/or Purchasing Office of any unforeseen delays beyond its control. In such cases, LSU reserves the right to cancel the order and to make alternative arrangements to meet its needs.

19. Default of Vendor

Failure to deliver within the time specified in the bid/award will constitute a default and may be cause for contract cancellation. Where the University has determined the vendor to be in default, LSU reserves the right to purchase any or all goods or services covered by the contract on the open market and to surcharge the vendor with costs in excess of the contract price. Until such assessed surcharges have been paid, no subsequent bids from the defaulting vendor will be considered for award.

20. Vendor Invoices

Invoices shall reference the LSU purchase/release order number, vendor's packing list/delivery ticket number, shipping/delivery date, etc. Invoices are to be itemized and billed in accordance with the order, show the amount of any prompt payment discount, and submitted on the vendor's own invoice form. Invoices submitted by the vendor's supplier are not acceptable.

21. Delinquent Payment Penalties

Delinquent payment penalties are mandated and governed by Louisiana R.S. 39:1695. Vendor penalties to the contrary shall be null and void, shall have no legal force, and shall not be recognized by LSU in any dispute arising therefrom.

22. Assignment of Contract/Contract Proceeds

Vendor shall not assign, sublet or transfer its contractual responsibilities, or payment proceeds thereof, to another party without the prior written consent and approval of the Purchasing Office. Unauthorized assignments of contract or assignments of contract proceeds shall be null and void, shall have no legal force, and shall not be recognized by LSU in any dispute arising therefrom.

23. Contract Cancellation

LSU has the right to cancel any contract for cause, in accordance with purchasing rules and regulations, including but not limited to: (1) failure to deliver within the time specified in the contract; (2) failure of the product or service to meet specifications, conform to sample quality or to be delivered in good condition; (3) misrepresentation by the vendor; (4) fraud, collusion, conspiracy or other unlawful means of obtaining any contract with the University; (5) conflict of contract provisions with constitutional or statutory provisions of state or federal law; (6) any other breach of contract.

LSU has the right to cancel any contract for convenience at any time by giving thirty (30) days written notice to the vendor. In such cases, the vendor shall be entitled to payment for compliant deliverables in progress.

24. Prohibited Contractual Arrangements

Per Louisiana R.S. 42:1113.A, no public servant, or member of such a public servant's immediate family, or legal entity in which he has a controlling interest shall bid on or enter into any contract, subcontract, or other transaction that is under the supervision or jurisdiction of the agency of such public servant. See statute for complete law, exclusions, and provisions.

25. Equal Employment Opportunity Compliance

By submitting and signing this bid, vendor agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972; federal Executive Order 11246; federal Rehabilitation Act of 1973, as amended; the Vietnam Era Veteran's Readjustment Assistance Act of 1974; Title IX of the Education Amendments of 1972; the Age Act of 1975; the Americans with Disabilities Act of 1990. Vendor agrees not to discriminate in its employment practices, and will render services under any contract entered into as a result of this solicitation without regard to race, color, religion, sex, age, national origin, veteran status, political affiliation, handicap, disability, or other non-merit factor. Any act of discrimination committed by vendor, or failure to comply with these statutory obligations when applicable, shall be grounds for termination of any contract entered into as a result of this solicitation.

26. Mutual Indemnification

Each party hereto agrees to indemnify, defend, and hold the other, its officers, directors, agents and employees harmless from and against any and all losses, liabilities, and claims, including reasonable attorney's fees arising out of or resulting from the willful act, fault, omission, or negligence of the indemnifying party or of its employees, contractors, or agents in performing its obligations under this agreement, provided however, that neither party hereto shall be liable to the other for any consequential damages arising out of its willful act, fault, omission, or negligence.

27. Certification of No Suspension or Debarment

By signing and submitting this bid, bidder certifies that its company, any subcontractors, or principals thereof, are not suspended or debarred under federal or state laws or regulations. A list of parties who have been suspended or debarred by federal agencies is maintained by the General Services Administration and can be viewed on the internet at www.epls.gov.

PRICE SHEET	HEET	INVITATION TO BID				PAGE 5
SOLICITA	SOLICITATION 000012693	DUE DATE 04/29/2014			DUE TIME 11:00 AM	,M
ITEM No.	ITEM DESCRIPTION		QUANTITY	TINO	UNIT PRICE	EXTENDED AMOUNT
	UNLESS SPECIFIED ELSEWHERE, SHIP ALL ITEMS TO:	ALL ITEMS TO:				
	TSN					
	SCH OF VETERINARY MEDICIN					
	Diagnostic Lab / Admin					
	Room 1043					
	River Road					
	Baton Rouge, LA 70803	**************************************				
	ALL-OR-NONE AWARD: It is the intent of the University to	the University to				
	award all items on an all-or-none basis to the overall lowest	overall lowest				
	responsive and responsible bidder.					
0001	Commodity Code: 415-91		1.00	EA	\$	69
	Large Animal Necropsy Table per the attached specifications.	d specifications.				
	To Be Mfgr/Brand: TBJ , or equal.					
	To Be Model/Number: 66-108 HT-C , or equal.	ual.				
	Specify Manufacturer / Brand Bid:					
	Specify Model / Number Bid:					

S	PECIAL TERMS & CONDITI	ONS	INVITATION TO	BID F	PAGE 6
S	OLICITATION 000012693	DUE DATE	04/29/2014	DUE TIME 11:0	0 AM
01	Please note attached insurance reinsurance evidencing required coand Agricultural and Mechanical	verages and naming the	he Board of Supervisor	s of Louisiana State Unive	
02	Sealed Bid Delivery Instructions sealed envelope or package and sbid due date, or may be submitted Bidders are advised that the U.S. mail is delivered to the University deliver bids by hand or by a cour The University shall not be responsible for the shall result in rejection of the bid Delivery and Receipt.	should be clearly and performed using the special bidder Postal Service does nearly's mail center and is not it is service to our physonsible for any delays one timely delivery of its service.	return label if one was ot make deliveries to o redelivered using interrical location at the "Recaused by the Bidder's its bid, and failure to me	th the solicitation number furnished for that purpose ur physical location. USP hal resources. Bidders may sturn Bid To" address spec chosen means of bid deliveret the bid due date and tin	and e. PS y ified. ery. ne
03	U.S. PRODUCT PREFERENCE IS NOT ENTERED INTO FOR I 39:1595, ANY PERSON WHO F EQUIPMENT UNDER THE PRO ARE MANUFACTURED (MAI PROVIDED THAT ALL OF TH DOES NOT EXCEED COST OF THAN 5%. 2. THE VENDOR OF AS THE LOWEST BID OFFERI OFFERS ITEMS MADE IN THE OFFERING THE LOWEST BID LOWEST BID MADE ON SUCH IN THE U.S. FOR THE PURPO THE U.S." MEANS PRODUCED ASSEMBLY, PROCESSING, PA , QUALITY, OR RELIABILITY THE U.S. (2) "U.S." MEANS TH DO YOU CLAIM THIS PREFERENCE . SPECIF	LA PRODUCTS PUR PURCHASES MATER OVISIONS OF THIS DE) IN THE U.S., & F E FOLLOWING CON OTHER ITEMS WH F SUCH ITEMS AGR ED ON SUCH ITEMS E U.S. WHICH ARE V ON SUCH ITEMS IS H ITEMS. 4. THE VE SES OF THIS PREFE D BY A PROCESS IN ACKAGING, TESTIN TO ASSEMBLED AN IE U.S. & ANY PLACE RENCE?YES. S	CHASED UNDER THE RIALS, SUPPLIES, PRECHAPTER MAY PUREQUAL IN QUALITY DITIONS ARE METERS TO SELL THE ITEM OF THE IT	TE PROVISIONS OF RS RODUCTS, PROVISIONS RCHASE SUCH ITEMS WE TO NON-U.S. ITEMS TO RON-U.S. ITEMS TO RON-U.S. BY MODIFIED THE U.S. BY MODIFIED THE SAME PROVIDED THE SAME PROVIDED THE BIDDE OF THE PRICE OF THE FACTURED &/OR MADIFIED THE PRICE OF THE FACTURED &/OR MADIFIED THE PRICE OF THE PRI	S, OR VHICH MS RE RICE DDER DER E MADE E IN ALUE JR IN
)4	A preference, if applicable, may be harvested in Louisiana. Do you cl apply to service contracts. Is your Louisiana residents? Yes product is/was produced, manufac	aim this preference? Y Louisiana business w No Specify Ito	Yes No No No rorkforce composed of the modern and location with or harvested:	lote: Preferences shall not a minimum of fifty percent	t
	services.				
)5	LSU is a member of the National Purchasing Service.	Association of Educat	ional Procurement (NA	AEP) and the E & I Cooper	rative
16	Bid prices are to be quoted FOB I	SU/DESTINATION	and inclusive of any an	d all applicable shipping a	nd

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handling charges.	10° B 10°		_

NECROPSY TABLE

PART 1 GENERAL

1.01 DESCRIPTION OF THE WORK

- A. The work covered by this section consists of furnishing all labor, equipment, materials and performing all operations for the manufacture of Necropsy Table in accordance with specifications.
- B. Necropsy Table components shall be factory assembled, completely wired and plumbed at the factory with fixtures, outlets as specified herein ready for final connection to building services provided. Components shall be installed, connected and plumbed by Vet Med. Final connections to be made by Vet Med.

1 02 WORK INCLUDED UNDER THIS SECTION

A. Furnishing of all Necropsy Table components shown on the drawings included herein and/or described in these specifications. Necropsy Tables shall be completely plumbed and wired at the factory, ready to be connected to adjacent components and to building services provided.

1.03 WORK REQUIRED BY OTHER DIVISIONS OF THIS SPECIFICATION

- Electrical rough-ins, electrical junction boxes and conduit are provided by Vet Med.
- B. Final installation shall be by Vet Med.
- C. Sleeves for hydraulic lines are provided by Vet Med.

1.05 QUALITY ASSURANCE

A. Bidders must supply at least five (5) customer references with the bid. The awarded vendor must have experience in the business of successfully manufacturing necropsy tables of similar type as the one described herein. The references shall be for manufacturing jobs which are of similar size and scope as the one described herein. Bidders are to provide reference information on the provided Reference Contact Information Form.

1.06 SUBMITTALS

- A. Product Description (Must Submit with Bid)
 - Manufacturer's brochures of unit required.
 - 2. Product List Must include manufacturer, series model number or catalog description.
 - 3. Manufacturer's written installation instructions start up, adjusting and finishing.
- B. SHOP DRAWINGS (Vendor shall provide after award of contract)
 - Shop Drawings: Submit to LSU Vet Med for review for limited purpose of checking for conformance with information given and design concept expressed as required.
 - 2. Indicate special utility and electrical characteristics, utility connection requirements, and location of utility outlets for service for functional equipment and appliances.
 - 3. Submit 4 copies.

1.07 PRODUCT HANDLING

A. Shipping and Delivery.

The equipment manufacturer shall inspect all equipment immediately upon delivery. Any damages or missing items must be documented and immediate notification made to Vet Med.

- B. Damaged or missing items shall be immediately replaced. The architect shall determine field repairs allowed. Other damaged items must be replaced at the factory.
- C. The equipment manufacturer shall coordinate equipment deliveries, unload equipment, inspect, and provide an inspection report.

1.08 WARRANTY

A. Manufacturer shall provide full labor and materials two-year warranty from the date of final acceptance.

PART 2 PRODUCTS

2.01 LARGE ANIMAL HYDRAULIC NECROPSY TABLE #1

- A. Quantity: One
- B. Lift Table: Custom fabrication as shown on enclosed drawing. Large Animal Table shall be constructed of Stainless Steel sheet and supporting framework. Pitch surface to drain at inset at table top. Provide seamless surfaces with welds ground flush and smooth with radius corners. Table lip height 1 ¼".
- C. Hydraulic Cylinder: 4000 pound capacity having 40" of travel above the finished floor and retractable down to finish floor.
 - 1. Jacket: One piece fiberglass coated steel cylinder with flanged mounting plate.
 - 2. Piston: 10.74 inch O.D., A-53-B.350 chrome wall; serviceable without removing jacket.
 - 3. Turntable Bearing: 360 degrees free rotation with permanently sealed stainless steel bearings in receptacle cassette.
 - 4. Collar at piston shall be #316 Stainless Steel.
 - 5. Cylinder shall be heavy duty industrial type with bronze fixed bearings.
 - 6. Provide internal oil reclaiming ring with drain port.
 - 7. Provide adjustable gland ring seals.
 - 8. Provide locking handle to lock position of table during rotation.
 - All components shall be stainless steel, chrome or cadmium plated or epoxy coated. (No exposed ferrous metals or fasteners.)
- D. Pump: Sized for specified weight capacity but not less than 5 hp, 208 volts, 3 phase, 60 Hz, vibration isolated. Configure for remote installation in location indicated.
 - Provide complete unit with all necessary valves, hydraulic lines, 30-gallon fluid reservoir, and controls.
 - Electrical components: UL listed and labeled throughout. 208 VAC transformer, 110 VAC starter motor and 110V solenoid valve.
 - House pump unit in an approved NEMA3 galvanized steel cabinet with provision for cylinder lock.
- E. Table Controls: Push button controls (up,down,stop) shall be mounted on the walls as indicated in watertight housing with splash proof button.

PART 3 EXECUTION

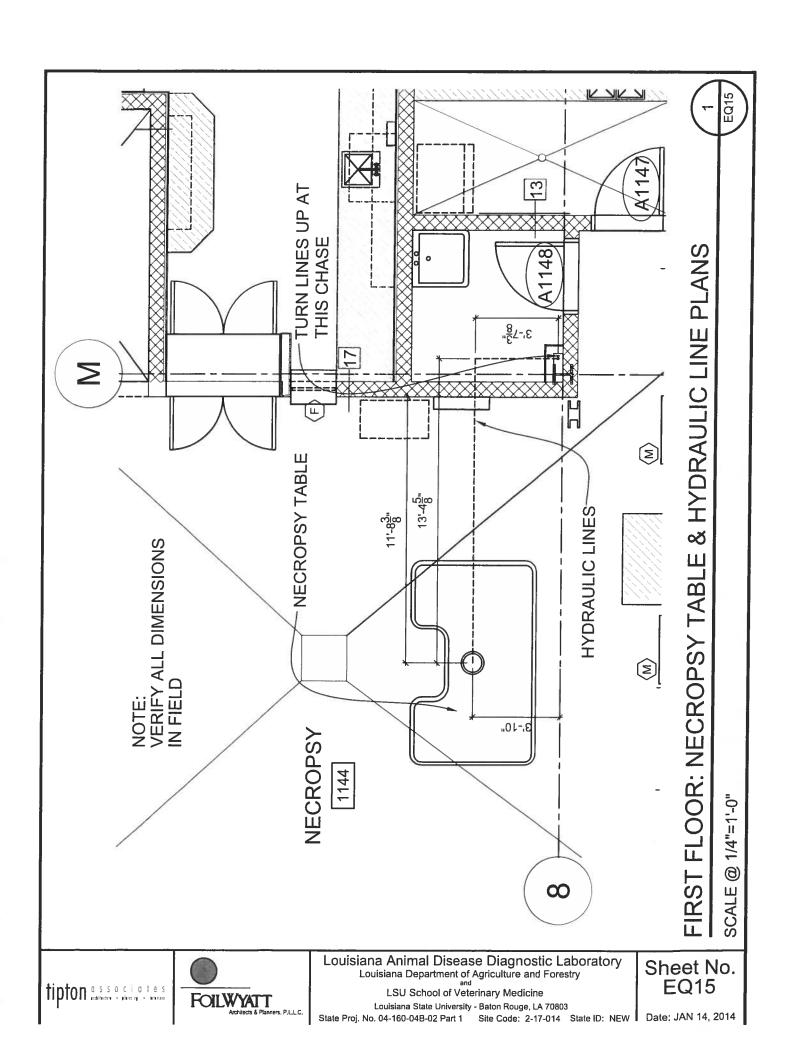
3.01 INSTALLATION (By Vet Med)

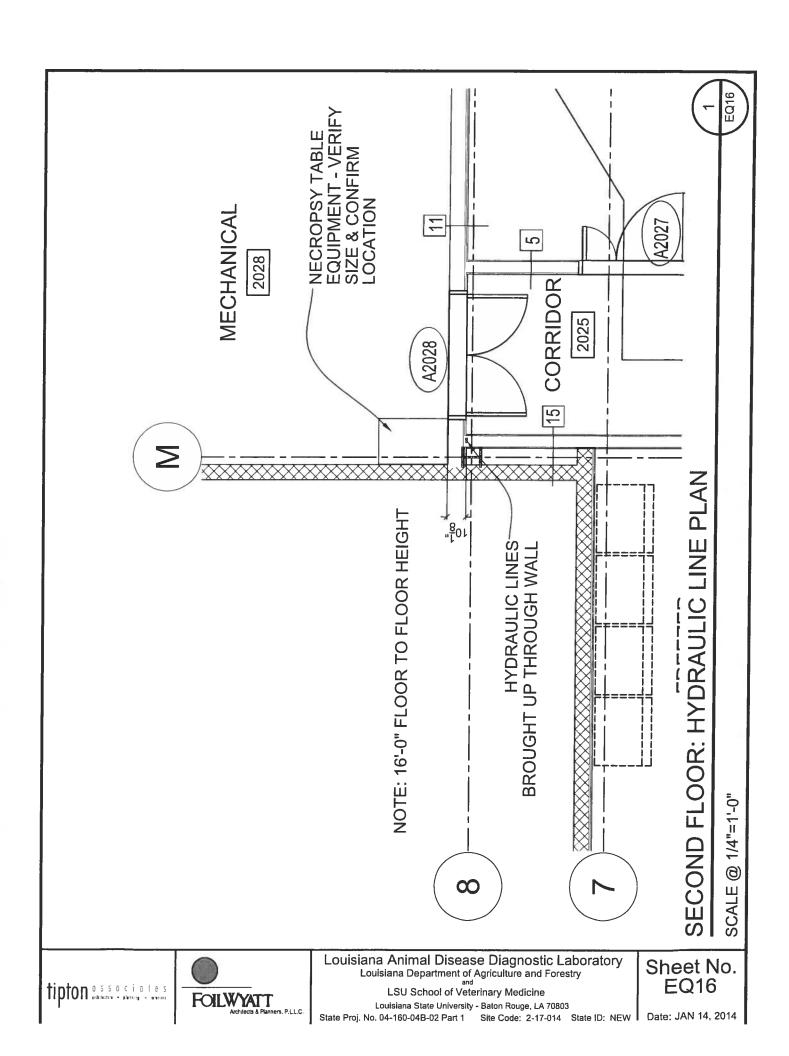
3.02 DEMONSTRATION

A. During equipment start up period, provide manufacturer's representative to demonstrate all phases of equipment operation and routine maintenance to the Vet Med's personnel.

3.03 DEFINITIONS

- A. Manufacturer: Equipment manufacturer may also be the provider, vendor, or bidder.
- B. Final Acceptance: The date on which the equipment is demonstrated to Vet Med and is accepted.





Reference Contact Information	
Company Name:	Phone Number:
Contact Person:	Email Address:
Comments:	

BOARD OF SUPERVISORS LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE Purchasing Office, 213 Thomas Boyd Hall Baton Rouge, LA 70803-3001

INSURANCE REQUIREMENTS

WORKMEN'S COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE: The Contractor shall, before commencing any work to be conducted under this contract, procure Workmen's Compensation and Employer's Liability insurance with a limit of liability as required by the Labor Code of the State of Louisiana with an insurance company authorized to write such policies of insurance in the State of Louisiana. It shall be the further responsibility of the Contractor to require that all subcontractors have in full force and effect, a policy of Workmen's Compensation and Employer's Liability insurance before proceeding with any of the work required under this contract. The Employer's Liability limit shall be \$1,000,000 when work is over water and involves maritime exposure.

<u>COMMERCIAL GENERAL LIABILITY INSURANCE</u>: Commercial General Liability Insurance with a combined single limit of \$1,000,000 per occurrence for bodily injury and property damage. This insurance shall include the following coverage:

- 1. Premises Operations;
- 2. Broad Form Contractual Liability;
- 3. Products and Completed Operations;
- 4. Use of Contractors and Subcontractors;
- 5. Personal Injury;
- 6. Broad Form Property Damage:
- 7. Explosion, Collapse and Under ground (XCU) Coverage.

<u>BUSINESS AUTOMOBILE LIABILITY INSURANCE</u>: Business Automobile Liability Insurance with a combined single limit of \$1,000,000 per occurrence for bodily injury and property damage, unless otherwise indicated. This insurance shall include for bodily injury and property damage the following coverages:

- 1. Owned automobiles:
- 2. Hired automobiles;
- 3. Non-owned automobiles.

If the vendor/contractor does not own an automobile and an automobile is utilized in the execution of the contract, then only hired and non-owned coverage is acceptable. If an automobile is not utilized for the execution of the contract, then automobile coverage is not required.

Board of Supervisors of Louisiana State University and Agricultural & Mechanical College shall be named as additional insured on all liability policies. A Thirty (30) day prior notice of cancellation must be given to the University for all required coverages. Insurance must be from a company with an A.M. Best's rating of no less than A-:VI who is authorized to do business in the State of Louisiana. The A.M. Best's rating requirement may be waived for Worker's Compensation only.

The successful contractor is to provide the owner with a certificate of insurance prior to commencement of work.